



EMPLOYMENT COMMITTEE –25 MAY 2023

ATTENDANCE MANAGEMENT

REPORT OF THE DIRECTOR OF CORPORATE RESOURCES

Purpose

1. The purpose of this report is to update the Employment Committee on the Council's overall position on sickness absence, as at the end of March 2023 (quarter 4, 2022/23).

Policy Framework and Previous Decisions

2. The Attendance Management Policy supports this report. No changes to this policy are proposed.

Background

3. On 2 February 2023, the Committee considered the Council's absence position as at the end of September 2022 (quarter 2, 2022/23).

Sickness absence – current position

4. The table below details the end of year sickness absence levels of the previous 4 years, and quarters 1, 2, 3 and 4, 2022/23.

	18/19	19/20	20/21	21/22	22/23 Q1 Jun 22	22/23 Q2 Sept 22	22/23 Q3 Dec 22	22/23 Q4 Mar 23 End of yr	Total FTE days lost 01/04/22– 31/03/23	Total cost of absence 01/04/22 – 31/03/23
Chief Executive's	7.60	5.38	4.41	3.13	3.76	3.66	4.31	4.14	1,037.72	£140k
Environment & Transport	9.16	8.88	7.04	8.34	9.73	9.70	10.60	11.44	9,368.85	£957k
Children & Family Services	10.55	11.12	7.94	10.44	11.23	10.77	10.61	10.14	11,987.83	£1,604k
Corporate Resources	7.39	9.39	5.54	9.92	9.74	9.66	9.18	8.84	11,127.058	£1,097k
Adults & Communities	10.02	11.74	10.18	8.24	9.33	9.34	8.79	8.84	10,368.19	£1,261k
Public Health	8.57	7.12	5.08	5.65	6.19	7.20	5.14	5.58	994.25	£114k
LCC total	9.18	10.08	7.51	8.87	9.55	9.45	9.27	9.27	44,883.89	£5,173k
ESPO	9.55	7.20	6.80	8.64	9.36	9.88	8.97	8.28	2,684.54	£251k
EMSS	7.54	9.69	9.26	9.10	8.31	7.94	7.11	6.26	803.1	£82k

6. At the end of quarter 4, 2022/23 the Chief Executive's and Public Health departments are below the corporate target of 7.5 days per FTE.
7. The County Council's overall total is at 9.27 FTE days lost.
8. Attendance management activity is still required across departments to achieve and maintain the corporate target of 7.5 days per FTE.

Reasons for sickness absence

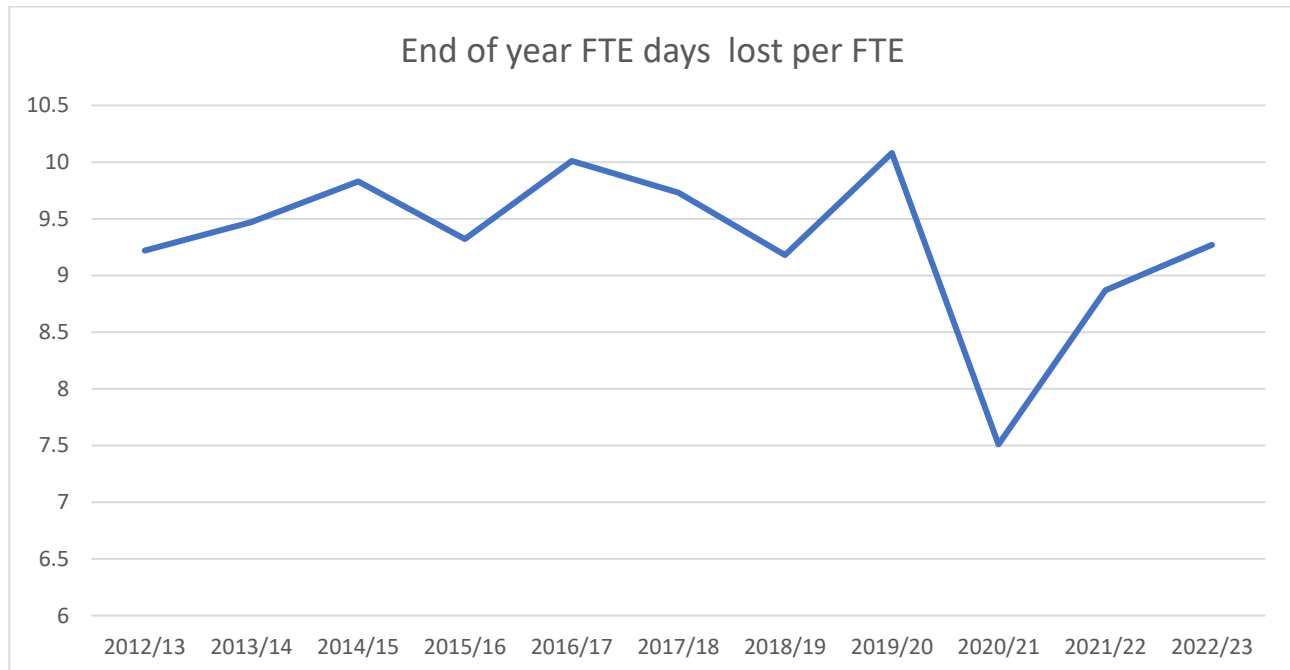
9. Displayed in order of highest percentage of time lost, the table below details the top 10 reasons for absence, plus the 'not disclosed' category.

Percentage of FTE days lost 12 months cumulative	2021/22 Sept 2021 Q2	2021/22 Dec 2021 Q3	2021/22 Mar 2022 Q4	2022/23 Jun 2022 Q1	2022/23 Sept 2022 Q2	2022/23 Dec 2022 Q3	2022/23 Mar 2023 Q4
Stress/depression, mental health	30.1%	30.3%	28.4%	26.7%	27.3%	25.7%	26.2%
Other musculo-skeletal	11.0%	9.2%	8.8%	8.5%	8.5%	11.5%	12.4%
Covid-19	9.0%	11.4%	14.7%	16.8%	16.7%	15.1%	10.5%
Cough/cold/flu	4.0%	5.0%	5.0%	4.9%	4.8%	5.7%	6.8%
Gastro-stomach, digestion	5.6%	5.5%	6.1%	5.8%	5.9%	5.5%	6.1%
Neurological	6.4%	5.1%	4.6%	4.2%	4.2%	4.3%	4.4%
Cancer	4.8%	4.8%	4.7%	4.2%	4.1%	4.7%	4.3%
Back and neck	4.4%	4.2%	4.1%	3.9%	3.9%	3.8%	3.8%
Eye, ear, nose & mouth/dental & throat	3.0%	3.8%	4.3%	4.0%	4.0%	3.0%	2.8%
Viral infection, not cough/cold/flu	3.5%	2.9%	2.2%	2.4%	2.4%	2.5%	2.7%
<i>Not disclosed</i>	6.0%	5.8%	5.7%	6.8%	6.2%	6.1%	5.8%

10. Stress/depression/mental health has continued to be the highest reason for lost time due to sickness.
11. Managers have been reminded to seek and record reasons for absence to assist in the reporting and analysis of sickness absence. Reductions in the 'not disclosed' category have been made and further reminders to improve this position will continue.

Long term trend

12. As requested by the Employment Committee at its meeting on 2 February 2023, detailed below is a trend line of the year end position (FTE days lost per FTE) from 2012/13 to 2022/23.

**Long and Short-term absence split**

13. The table below details the number of FTE days lost due to absence and the percentage split of FTE days lost as at the end of March 2023.

2022/23 as at end of March 2023						
12 months cumulative						
Department	Long term			Short term		
	FTE days lost	% FTE days lost	Individual occurrences	FTE days lost	% FTE days lost	Individual occurrences
Chief Executive's	488.02	47.03%	13	549.7	52.97%	168
Environment and Transport	6191.88	66.09%	114	3176.97	33.91%	910
Children and Family Services	7997.51	66.71%	156	3990.32	33.29%	981
Public Health	613.48	61.70%	11	380.77	38.30%	102
Corporate Resources	6937.48	62.35%	166	4189.57	37.65%	1574
Adults and Communities	5960.86	57.49%	135	4407.33	42.51%	1090

Note: Long term is categorised as over 4 weeks of continuous absence.

Service level data

14. The table below provides details of the days lost per FTE at the end of the last 4 years and at the end of quarters 1, 2, 3 and 4 for 2022/23, for service areas by department.

Department	2018/19	2019/20	2020/21	2021/22	2022/23	2022/23	2022/23	2022/23
Days per FTE	Year end	Year end	Year end	Year end	Q1	Q2	Q3	Q4
12 months cumulative	(Mar 19)	(Mar 20)	(Mar 21)	(Mar 22)	(Jun 22)	(Sept 22)	(Dec 22)	(Mar 23)
Chief Executive's	7.6	5.38	4.41	3.13	3.76	3.66	4.31	4.14
Planning and Historic and Natural Environment	14.92	9.57	0.79	0.71	1.01	1.47	2.47	3.52
Regulatory Services	6.2	7.24	6.30	6.74	9.00	8.88	9.96	9.40
Strategy and Business Intelligence	6.93	4.26	3.86	1.87	1.73	1.41	2.58	3.47
Democratic Services	14.81	6.70	1.07	2.67	2.69	2.45	2.50	1.43
Legal Services	5.48	3.63	5.82	3.05	3.83	3.83	3.27	1.34
Environment and Transport	9.16	8.88	7.04	8.34	9.73	9.70	10.60	11.44
Highways and Transport	8.96	9.30	3.99	9.40	12.21	12.02	13.84	15.01
Environment and Waste Management	10.07	12.65	7.68	7.54	6.70	6.76	7.12	9.26
Children and Family Services	10.55	11.12	7.95	10.44	11.23	10.77	10.61	10.14
Education and SEND	8.42	11.55	7.57	12.24	11.47	9.85	8.94	8.40
Children's Social Care & Targeted Early Help	14.18	10.54	9.15	10.11	12.02	11.70	11.30	10.52
Corporate Resources	7.41	9.39	5.45	9.92	9.74	9.66	9.18	8.84
Finance, Strategic Property & Commissioning	6.63	9.67	2.88	3.99	4.19	3.96	3.83	3.37
Corporate Services	4.18	4.84	4.07	7.83	5.96	5.22	4.45	5.07
IT, Comms & Digital, Commercial and Customer Services	8.91	11.14	6.77	11.69	12.02	12.15	11.69	11.31
Adults and Communities	10.02	11.74	10.18	8.24	9.33	9.34	8.79	8.84

Department	2018/19	2019/20	2020/21	2021/22	2022/23	2022/23	2022/23	2022/23
Days per FTE	Year end	Year end	Year end	Year end	Q1	Q2	Q3	Q4
12 months cumulative	(Mar 19)	(Mar 20)	(Mar 21)	(Mar 22)	(Jun 22)	(Sept 22)	(Dec 22)	(Mar 23)
Operational commissioning	n/a	n/a	n/a	n/a	1.13*	4.90	7.96	9.74
Integration, access & prevention	n/a	n/a	n/a	n/a	2.05*	4.87	6.91	10.27
Commissioning and Quality	8.02	7.46	4.66	11.90	20.48	18.02	16.55	10.83
Promoting Independence	13.26	11.88	11.91	6.11	6.77	5.28	4.95	7.98
Personal Care and Support	13.86	18.10	21.15	7.07	7.15	7.86	6.88	6.28
Communities and Wellbeing	6.97	8.73	4.65	5.38	5.38	5.70	5.53	5.41
Public Health	8.57	7.12	5.80	5.65	6.19	7.12	5.14	5.58

*Due to changes in the Oracle team structure following structural changes in A&C the 12-month FTE figure will appear low until the new structure has been reported on for 12 months.

Recommendations

15. The Committee is asked to note the update provided on the Council's overall position on sickness absence as at the end of March 2023.

Background papers

16. Report to the Employment Committee 2 February 2023 – Attendance Management:
<https://politics.leics.gov.uk/ieListDocuments.aspx?CId=212&MId=7261&Ver=4>

Circulation under the Local Issues Alert Procedure

17. None.

Equality Implications

18. There are no equality implications arising directly from the recommendations in this report.

Human Rights Implications

19. There are no human rights implications arising directly from the recommendations in this report.

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